May 1, 2024 SAUL Council **AGENDA**

COUNCIL CHARGE: *Provide consultation, advice, and recommendations to the Vice Chancellor for Student Affairs and Campus Life and other members of the administration on matters that intersect with faculty and academic affairs including but not limited to student retention, student success, and campus climate; and act as liaison to the Faculty Senate and make recommendations to it on policies that appropriately call for faculty review.*

LOCATION: Hybrid meeting:
Whitmore 319 (SACL conference room)
Zoom-https://umass-amherst.zoom.us/j/91275838303
(this link is for all spring 2024 meetings)

TIME: 2-3pm

IN ATTENDANCE:

AGENDA ITEMS:

1. Approval of April 3, 2024 minutes

2. **From 2-2:30:** Vice Chancellor Shelly Perdomo-Ahmed and Interim Dean of Students Patricia Cardoso-Erase will share the process around upholding the Student Code of Conduct.

3. **2:30-3:00:** Continued discussion of attendance policies and attendance tracking systems.

    - Review any older attendance policies of the university (Allison looking into this)
    - Exploring our lingering questions:
        - Can we create a system that can flag repetitive absences (could AI help with that)?
        - Can we define what an excused absence is?
        - Could a system could help with a cultural shift and establishing classroom norms?

April 3, 2024 SAUL Council **AGENDA**

COUNCIL CHARGE: *Provide consultation, advice, and recommendations to the Vice Chancellor for Student Affairs and Campus Life and other members of the administration on matters that intersect with faculty and academic affairs including but not limited to student retention, student success, and campus climate; and act as liaison to the Faculty Senate and make recommendations to it on policies that appropriately call for faculty review.*

LOCATION: **Zoom-https://umass-amherst.zoom.us/j/91275838303**
(this link is for all spring 2024 meetings)

TIME: 2-3pm

IN ATTENDANCE: Beth Lisi, Allison Butler, Kelly Gray, Sam Tran, Betsy Cracco, Amy Springer, Jolene Costa, Tony Paik, Nancy Buffone

AGENDA ITEMS:

1. Approval of March 6, 2024 minutes –APPROVED

2. **FYI:** Shelly Perdomo-Ahmed will join our SAUL Council May 1 meeting, along with Patricia Cardoso-Erase, to share the process around upholding the Student Code of Conduct.

3. Exploring the creation of a possible infrastructure to track attendance in class similar to Rutgers

What we know:

1. UHS isn't providing notes for verified absences
2. We have an attendance problem (in general).
3. We'll never know what's a legitimate health issue, but we need to consider what we can do to instill trust and guide students to take responsibility for their choices.
4. And we need a solution that helps students get a clear understanding of attendance and methods for documenting absences

Questions:

1. Can we create a system that can flag repetitive absences (could AI help with that)?
2. Can we define what an excused absence is?
3. Could a system could help with a cultural shift and establishing classroom

norms?

Next Steps:

1. Allison to look at older university attendance policies.
2. Continue discussion at the May 1 meeting.

Example Models

Institution	Description of the Tracking System	Notes	Questions/Concerns
Rutgers https://drive.google.com/file/d/1z10JaOnJ5feZguiqWSS8Y0C3XxzHXjZg/view?usp=sharing https://sims.rutgers.edu/ssra/help.jsp	Students self-report their absence for a class, lab, ***or exam*** through a centralized tracking application. They also contact the faculty directly to report an absence. If the instructor requires a note, student can meet with Dean of Students for resolution options.	-Students disclosed from a drop-down of options why they are absent. - Faculty get an email from the system noting a student had self-reported an absence. - Registrar's office oversees the system. It's an optional system. - Students go to DOS Office if it's an extended absence	• Curious how often Dean of Students office needs to intervene. • Has it helped with attendance? It's helped students communicate with faculty who might be nervous about doing so. • Who is looking for trends? No one really really looks at trends. • Does this system talk to the LMS?
NC State University https://dasa.ncsu.edu/support-and-advocacy/find-help/absence-notification/	Academic Absence Verification–only used for death in the family, legal obligations, military duty, and serious illnesses like surgery and hospitalizations. Otherwise students work directly with faculty on absences due to illness.		
UNC Charlotte https://sass.charlotte.edu/services/absence-verification	Academic Absence Verification–only used for medical, personal/family emergency, military orders, and court order absences.	Students must provide documentation on official letterhead with the request. There's an actual deadline to submit a request before the end of the semester because they get so	

		many requests at that time.	
University of Mississippi https://attendance.olemiss.edu/	Classrooms are equipped with barcode scanners. Students touch their IDs to scanners when they enter.		
Headcount Live (developed by UMass grad student Mehrdad Khanzadeh, earning a PhD in Comp Sci) https://headcount.live	Web application that automatically records attendance using rotating QR codes in under 5 minutes, even for very large classrooms. It's open to UMass instructors and students. Some professors from the Public Health and Humanities and Fine Arts departments are using it successfully in their classes.		

What we know:

5. UHS isn't providing notes
6. We have an attendance problem
7. And we need a solution that helps students get a clear understanding of attendance and methods for documenting absences

A new possible policy that addresses student success and addresses our current policy (no notes from UHS).

We won't know what's a legit health issue, but what we can do to instill trust and take responsibility for their choices.

Can we create a system that can flag repetitive absences (could AI help with that)? Defining what an excused absence is.

A system could help with a cultural shift.

March 6, 2024 SAUL Council **AGENDA**

COUNCIL CHARGE: *Provide consultation, advice, and recommendations to the Vice Chancellor for Student Affairs and Campus Life and other members of the administration on matters that intersect with faculty and academic affairs including but not limited to student retention, student success, and campus climate; and act as liaison to the Faculty Senate and make recommendations to it on policies that appropriately call for faculty review.*

LOCATION: **Zoom-https://umass-amherst.zoom.us/j/91275838303**
(this link is for all spring 2024 meetings)

TIME: 2-3pm

IN ATTENDANCE: Allison Butler, Beth Lisi, Amy Springer, Tony Paik, Theresa Dooley Kelly Gray, Jolene Costa

AGENDA ITEMS:

4. Approval of February 7, 2024 minutes

5. **Topics to explore for this semester and next year**
    a. Continued discussion and understanding of policies concerning student protests and civil disobedience. This discussion would focus on how our existing policies are enacted broadly. –Tony & faculty who have reached out to faculty senate
        i. Possible invite to Shelly Perdomo-Ahmed or Patricia Cardoso-Erase to come and share this information with the council
            1. Info on sanctions but also the plan looking forward on the policies
            2. More info on the formation of a Response Team and how are they contacted (who is the membership?)
    b. Exploring the creation of a possible infrastructure to track attendance in class similar to Rutgers–Tony
        i. Possible invite to Farshid to learn more about the goals of this initiative
            1. Rutgers system allows students to send a note through a centralized system (This is more for documentation), but students are still required to send an email to faculty.
                a. Talk with someone at Rutgers about how this is going (has Farshid done this?)
            2. Could we use existing systems like Academic Alert to help

with this issue?

3. Key descriptor if asking what's happening on other campuses: Attendance tracking system (that's not conducted by individual faculty in LMS)
4. **ACTION ITEM:** Kelly to reach out to Rutgers Dean of Students to see how their system is working
5. **ACTION ITEM:** Beth will contact the POD Network to see if there other institutions using a centralized attendance tracking system.
6. **ACTION ITEM:** Beth create a shared folder to save information on other institutions

c. Canvas Rollout, Lack of Infrastructure, Faculty Workload and its impact on student success–Amy (does this item belong with this council or another faculty senate council–go over Undergrad Education Council)
   i. Issues are assessment tools like exams and quizzes (window vs. time) and how to have students see their grade
   ii. Formatting issues semester to semester
   iii. Incompletes need to be approved by IDEAS
   iv. No guest access for students who still need to pay the bursar
   v. Flexibility that we've offered to our students is becoming harder to maintain in the new LMS

February 7, 2024 SAUL Council **AGENDA**

COUNCIL CHARGE: *Provide consultation, advice, and recommendations to the Vice Chancellor for Student Affairs and Campus Life and other members of the administration on matters that intersect with faculty and academic affairs including but not limited to student retention, student success, and campus climate; and act as liaison to the Faculty Senate and make recommendations to it on policies that appropriately call for faculty review.*

LOCATION: **Zoom-https://umass-amherst.zoom.us/j/91275838303**
(this link is for all spring 2024 meetings)

TIME: 2-3pm

IN ATTENDANCE: Allison Butler, Beth Lisi, Nancy Buffone, Tony Paik, Sam Tran, Amy Springer, Kelly Gray, Betsy Cracco, Theresa Dooley, Ryan Darbhanga

AGENDA ITEMS:

6. Greet our new members, Amy Springer and Kelly Gray and our re-elected member Dave MacCourt.

7. Approval of December 6 minutes (5 minutes)--APPROVED

8. Any new topics to explore for this semester? From SAUL members and Tony.
    a. FLEX 2.0, Attendance infrastructure (looking at other universities, what kinds of systems they have in place beyond policies) We would draft recommendations for both a potential policy and possible administration/infrastructure. Faculty Senate secretary would provide more information to council co-chairs about both initiatives to determine if this council is the best fit for these initiatives.
    b. Other council members, including representatives from Student Affairs and Campus Life and Community Relations, were encouraged to contact the council co-chairs with future agenda items. Recommendations should be shared by email in advance of the March 6th meeting. As a Council we will prioritize which projects we should explore this spring and next year.

9. Returning to the topic of the Israel/Hamas Conflict and its impact on students. Purpose of the discussion: Understanding the intersections of freedom of speech, academic freedom, student code of conduct. Council could serve as a sounding board for how to hold space and have dialogue about this issue.

a. Should we have student group leaders share what they've experienced, heard, or seen (from their peers)?
b. How can we better understand the advocacy efforts happening on campus?

Council decided that this topic would best be addressed by other units on campus who are actively exploring the process for protesting (and the student arrests in fall 2023) as well as future dialogues on campus.

December 6, 2023 SAUL Council **AGENDA**

COUNCIL CHARGE: *Provide consultation, advice, and recommendations to the Vice Chancellor for Student Affairs and Campus Life and other members of the administration on matters that intersect with faculty and academic affairs including but not limited to student retention, student success, and campus climate; and act as liaison to the Faculty Senate and make recommendations to it on policies that appropriately call for faculty review.*

LOCATION: **https://umass-amherst.zoom.us/j/91495891266**
(Zoom link for every meeting this semester)

TIME: 2-3pm

IN ATTENDANCE: Allison Butler, Beth Lisi, Jolene Costa, Theresa Dooley, Nancy Buffone, Charlie Townsend, Tony Paik, Shane Hammond, Ruth Jennison

AGENDA ITEMS:

10. Approval of November 1 minutes (5 minutes)--Approved

11. Preference for in person or Zoom meeting for Spring 2024. Meeting dates are Wednesday from 2-3 PM on 2/7, 3/6, 4/3, and 5/1.
    a. Zoom for Feb, March, April; in person for May with food/drinks

12. Continued discussion of sense of belonging/student supportiveness in Academic Affairs
    a. Wilmore Webley needs a consistent touchpoint with faculty senate groups regarding Equity Action Plans and the assessment pieces

13. Coming Up: Israel/Palestine Conflict and impacts on students; might be something to look into next semester. Could have some student leaders from student groups share their experiences and ways we can better understand their advocacy efforts (reservations shared by Council members with inviting students to this venue to report out).
    a. Purpose: Understanding the intersections of freedom of speech, academic freedom, student code of conduct. Council could serve as a sounding board for how to hold space and have dialogue about this issue.
    b. For Feb 7th meeting: Coming back to this topic and think about how we might carry this conversation.

November 1, 2023 SAUL Council **AGENDA**

COUNCIL CHARGE: *Provide consultation, advice, and recommendations to the Vice Chancellor for Student Affairs and Campus Life and other members of the administration on matters that intersect with faculty and academic affairs including but not limited to student retention, student success, and campus climate; and act as liaison to the Faculty Senate and make recommendations to it on policies that appropriately call for faculty review.*

LOCATION: **https://umass-amherst.zoom.us/j/91495891266**
(Zoom link for every meeting this semester)

TIME: 2-3pm

IN ATTENDANCE: Allison Butler, Beth Lisi, Tony Paik, Betsy Cracco, Shane Hammond, Ruth Jennison, Theresa Dooley, David MacCourt, Ryan Darbahanga

AGENDA ITEMS:

14. Approval of October 4 minutes (5 minutes)

15. Brief presentation from Lin Tang from the Learning Resource Center on Phase 1 of the OURS (Office of Undergraduate Research and Studies) website. (20 minutes)
    a. Phase 1: Universal Support for all students through a student-facing OURS website
    b. Phase 2: End of Spring 24 is guided support with an open access LMS
    c. Phase 3: Spring 25 open access searchable database
    d. SGA has been giving feedback on the phases

    Theresa's suggestion: collaborate with the library to link with the subject guides

    Lin will partner with Student Success to share with academic advisors to share this resources as well

16. Brief update from Betsy Cracco on Student Belonging activities of Student Affairs
    How to create a health-promoting university amidst global turmoil, campus unrest

    Tony Paik: Impetus for this convo => A push to look at belonging around campus; look at issue and develop strategy; rules committee wanted to know more about how belonging was being addressed in Student Affairs

From Betsy: Less than a majority of students (of those who responded) do not feel that they are flourishing; this matches national numbers

We need to explore environment; how to support students across multiple places. Some initiatives out of SACL already in place are environments on campus for connection & self-regulation; activities that support student wellbeing/experience; wellbeing self-assessment followed up with resources, small group activities, care spaces around campus, resilience curricula for credit.

17. Did not review the letter, but members were encouraged to provide feedback (if any) to Beth directly.
    Review and approval of the letter of support from SAUL Council members on the student permaculture classroom (5 minutes)
    a. Hannah Gould of the student permaculture project has also asked us to fill out a survey and sign a support form to give feedback/support to the project.
       Survey:
       https://docs.google.com/forms/d/e/1FAIpQLScAJy8W9X11bTtBSJxqOv64QH07CU6FRdPaogLqjJLaDc7QEQ/viewform?usp=sf_link
       Signature Form:
       https://docs.google.com/forms/d/e/1FAIpQLSd7CFmMcgEZe4QE4lkoUWHY__DgCa8AgkVDYik9AEYt4A2gcA/viewform?usp=sf_link

October 4, 2023 SAUL Council **AGENDA**

COUNCIL CHARGE: *Provide consultation, advice, and recommendations to the Vice Chancellor for Student Affairs and Campus Life and other members of the administration on matters that intersect with faculty and academic affairs including but not limited to student retention, student success, and campus climate; and act as liaison to the Faculty Senate and make recommendations to it on policies that appropriately call for faculty review.*

LOCATION: **https://umass-amherst.zoom.us/j/91495891266**
(Zoom link for every meeting this semester)

TIME: 2-3pm

IN ATTENDANCE: Allison Butler, Beth Lisi, Nancy Buffone, Shane Hammond, Ruth Jennison, Tony Paik, Theresa Dooley, Jolene Costa

AGENDA ITEMS:

18. Approval of September 6 minutes–**APPROVED**

19. Brief presentation from Hannah Gould and Jo Fuchs about a proposed outdoor classroom/permaculture garden with Q&A (15-20 minutes)
    a. See their [awarded] 2023 Undergraduate Sustainability Award proposal to the UMass Libraries for context
    b. SAUL can work on a shared letter of support; each individual member may also consider writing their own letter

Goal: Create a student-run outdoor garden and permaculture outdoor classroom. Generate curriculum/RAP and build a stronger community at UMass. Interdisciplinary project that allows all students, regardless of major, connect with the land and engage in environmental eco-based projects. Students need communities they can take action with.

Currently building connections on campus with key stakeholders (iCONS, Ezra Small). Learn from faculty what their concerns are and logistical roadblocks.

Next Steps: Co-authored letter of support from the Council stating either we would use the space, teach in the space, etc.

20. Update from Tony Paik about potential SAUL Council work related to belonging

on campus

Next Steps: Allison will coordinate with Beth re: reaching out to Shelly Perdomo and/or Office of Student Success re: next steps

NOVEMBER 1st ITEMS:

Presentation from Lin Tang from the Learning Resource Center on Phase 1 of the OURS (Office of Undergraduate Research and Studies) website.

September 6, 2023 SAUL Council Minutes

COUNCIL CHARGE: *Provide consultation, advice, and recommendations to the Vice Chancellor for Student Affairs and Campus Life and other members of the administration on matters that intersect with faculty and academic affairs including but not limited to student retention, student success, and campus climate; and act as liaison to the Faculty Senate and make recommendations to it on policies that appropriately call for faculty review.*

LOCATION: **https://umass-amherst.zoom.us/j/91495891266**
(Zoom link for every meeting this semester)

TIME: 2-3pm

IN ATTENDANCE: Allison Butler, Beth Lisi, Tony Paik, Dave Maccourt, Nancy Buffone, Jolene Costa, Ruth Jennison

AGENDA ITEMS

1. Introductions

2. Fall 2023 Meeting schedule:
   Sept 6
   Oct 4
   Nov 1
   Dec 6
   2-3pm, via Zoom

3. Future meeting topics:
   a. Oct meeting: Hannah Gould & Joanne Fuchs to discuss permaculture on campus
   b. OURS website development–centralized research opportunities on campus (ask Lin Tang to share an update at the November meeting; provide any input she may want/desire)
   c. Suggestion: Advocating for a required syllabus statement on Generative AI use in the classroom and share with Academic Matters

4. Review and approval of the 2022-23 SAUL Council activities draft report